



Department 6

Sent by the local authority responsible for the normal

**To all parents whose children were born in the  
period from 1.9.2008 until and including 31.8.2009**

Ref.: ABT06-

Sub.: **Obligatory Childcare Year  
2014/2015**

➔ **Education and Society**

**Department of Education and  
Childcare**

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Please include the reference number  
(Ref.) in all answers

Graz, 11 October 2013

Dear Parent or Guardian!

Since the beginning of the childcare year 2010/2011 the obligatory childcare year applies in Styria to all children in the final childcare year prior to commencement of mandatory schooling.

The following information applies to the **childcare year 2014/2015**:

**Obligations of the parents**

- **All parents whose children were born in the period from 1.9.2008 until and including 31.8.2009 are obliged to notify the local authority in which the child is resident by 30 April 2014 which childcare facility your child will attend in the childcare year 2014/2015.**

Parents are free to choose the facility attended by their child. This notification must be made even if the child already attends a childcare facility. It is not required only in the event that the child will attend a facility run by its own local authority, e.g. the parish kindergarten of the local authority. Attendance at a private childcare facility must also be reported to the local authority. Parents may also apply to the local authority by no later than 30 April 2014 for the allocation of a place.

### Attention: Special case of Graz:

Due to the organisation of childcare in Graz, the following applies:

- Parents of children whose normal residence is Graz and who attend a childcare facility in Graz (irrespective of whether public or private), are not required to report this, as these children are recorded in a central database.
  - Parents of children whose normal residence is Graz and who attend a childcare facility outside of Graz must make the required notification to the Department of Education and Integration of the City of Graz, Platform for Childcare and Education, Keesgasse 6, 8011 Graz, Angelika Lichtenberg, Tel.: 0316/872-7442, E-mail: [angelika.lichtenberg@stadt.graz.at](mailto:angelika.lichtenberg@stadt.graz.at).
- In the context of the obligatory childcare year parents (guardians) are obliged to ensure that their child, whose normal residence is in Styria, attends an age-appropriate institutional childcare facility (kindergarten, crèche facility, etc.) for at least half a day on five days a week during the childcare year prior to commencement of mandatory schooling.
  - **Exempted times:**
    - a. Holidays and school-free days
    - b. Justified hindrance of the child: This occurs in the case of holidays (three weeks maximum), illness of the child or the parents (guardian) as well as unusual circumstances.  
Parents (guardians) must inform the facility immediately of any hindrance of the child. If there is reasonable doubt about the illness of a child, the manager of the facility may demand a medical certificate from the parents (guardians). After three weeks a medical certificate must be presented in any case.

The regulations on the exempted times also apply correspondingly to a child under the care of a child minder. In such cases, the medical certificate must be presented to the relevant child minder or to his/her employer.

- **Exceptions to obligatory attendance:**
  - a) **Premature commencement of schooling:** This exception must be reported by the parents to the local authority in which the child is resident **by no later than 30 April 2014** (also applies for Graz children, responsibility: Department of Education and Integration of the City of Graz, Platform for Childcare and Education – see above). The corresponding confirmation from the school must be attached.
  - b) **Children for whom attendance at a childcare facility represents an unreasonable burden (to the child) due to a disability, for medical reasons, or because of the distance of the facility from its normal residence or difficult travelling conditions:**  
In such cases a substantiated request must be made to the district administration responsible for the normal residence of the child **by no later than 31 December 2013**, in the case of disability or the existence of medical reasons it is expedient to include, for example, a medical certificate. The application must be submitted to the local authority in which the child is normally resident and must be forwarded immediately by this authority to the district administration, as the decision deadline commences upon the submission of the application. The district administration must decide whether there are grounds for an exception and must inform the local authority in which the child is normally resident of this decision.

- c) **Exclusive care provision by a child minder:** This exception must be notified by the parents to the local authority in which the child is normally resident **by no later than 30 April 2014** (also applies for Graz children, responsibility: Department of Education and Integration of the City of Graz, Platform for Childcare and Education – see above). In order to fulfil the obligatory attendance, the extent of care at the child minder must be at least 20 hours per week. Corresponding confirmation from the employer of the child minder must be attached.

**Attention:** The obligatory childcare year in the case of exclusive care provision by a child minder is not in principle, as in an institutional childcare facility, free of charge per half-day.

- d) **Care in the context of home education:**

In such cases an application must be made to the district administration responsible for the normal residence of the child **by no later than 31 December 2013** and it must be proven that the educational tasks are fulfilled correspondingly at home. The application must be submitted to the local authority in which the child is normally resident and must be forwarded immediately by this authority to the district administration, as the decision deadline commences upon the submission of the application. The district administration must decide whether there are grounds for an exception and must inform the local authority in which the child is normally resident of this decision.

All information on the obligatory childcare year can also be found online at [www.kinderbetreuung.steiermark.at](http://www.kinderbetreuung.steiermark.at). The **sample form for the registration to the municipality responsible for the normal residence** can also be found there.

Yours sincerely

On behalf of the Styrian State Government:

Head of Department:

Proxy:

Mag. Franz Schober

Attachment:

Sample form for the registration to the local authority of the normal residence